

## Work Group: Applications Subcommittee

<b>Date</b>	9/20/2006	<b>Time</b>	1:30 – 3:00 P.M.
<b>Facilitator</b>	Miko Pattie	<b>Scribe</b>	Miko Pattie
<b>Location</b>	#324 - Plaza Tower	<b>Call-In #</b>	

## Agency / Attendees / Role

<b>AIKCU</b>	Steve Dooley	Subcommittee Member
<b>COT</b>	Vibhas Chandrachood	Subcommittee Member
	Glenn Thomas	Subcommittee Member
<b>CPE</b>	Miko Pattie	Subcommittee Chair
	Charles McGrew	Subcommittee Member
<b>KCDHH</b>	Virginia Moore	Subcommittee Member
<b>KCTCS</b>	Sandy Cook	Subcommittee Member
<b>UK</b>	Rex Stidham	Subcommittee Member
<b>WorkForce</b>	Liz Stafford	Subcommittee Member

## Agenda/Decisions

<b>Item:</b>	<b>Introductions of New Member</b>	<b>Decision(s)</b>
<b>1</b>	The new member is Sandy Cook, Distance Education, KCTCS.	
<b>Item:</b>	<b>Finalizing the Charge</b>	<b>Decision(s)</b>
<b>2</b>	<p>Following lengthy discussion, our finalized charge is –</p> <ol style="list-style-type: none"> <li>1. To identify uses for existing and proposed information technologies that will use the Kentucky Education Network and the application of these technologies to all learning opportunities within the Commonwealth;</li> <li>2. To assess &amp; prioritize the existing use, need or desire for such applications in learning institutions, along with their supporting administrative systems;</li> <li>3. To recommend changes to infrastructure, policies or work processes that will facilitate the successful implementation of these applications;</li> <li>4. To review the effectiveness of implemented applications in terms of student success,</li> </ol>	To be approved by the ITC group

	educational achievement and lifelong learning.	
<b>Item:</b>	<b>Guidelines for Inclusion of Applications</b>	<b>Decision(s)</b>
<b>3</b>	1. The group sees the need to define "Applications" as – "Generic usage of information technologies but not product-specific" and agrees to use the draft Applications Matrix as test cases for guidelines. 2. The following guideline are proposed: 2.1. Federal or state mandates; 2.2. Reduce remedial needs; 2.3. Breadth of impact – Percentage of total target audience; 2.4. Equal access; 2.5. Facilitate student assessment; 2.6. Direct impact on student learning; 2.7. Facilitate effectiveness of teaching; 2.8. Administrative vs. learning 2.9. Effectiveness & efficiency of work processes 2.10. Student support for retention, transition	To be discussed further at our next meeting.

<b>Item:</b>	<b>Handouts</b>	<b>Decision(s)</b>
<b>4</b>	1. Proposed charge 2. Applications matrix 3. Raising Mary	

<b>Next Meeting</b>	<b>Agenda Items Suggested and/or Moved Forward</b>
<b>10/4/06</b>	<b>Items:</b> 1. Guiding Principles for Applications To Be Included 2. How To Use These Guidelines 3. Applications Matrix

**KPID = Key Point(s) Influencing Decision** (*e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.*) will be noted as and if they apply to individual decisions.